

MINUTES
OF
PUTNAM COUNTY COMMISSION
SEPTEMBER 20, 2021

Prepared by:

**Wayne Nabors
Putnam County Clerk
121 S Dixie Avenue
Cookeville, TN 38501**

STATE OF TENNESSEE

COUNTY OF PUTNAM

BE IT REMEMBERED: that on September 20, 2021 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding, the Chairman, Mike Atwood and the County Clerk, Wayne Nabors.

Major Jim Eldridge of the Putnam County Sheriff's Department called the meeting to order.

The Chairman, Mike Atwood recognized Nick Duncan, Headmaster of Highland Rim Academy for the Invocation.

The Chairman, Mike Atwood recognized the Williams Kids to lead the Pledge to the Flag of the United States of America.

The Chairman asked the Commissioners to signify their presence at the meeting and the following were present:

PRESENT:

Jonathan Williams
Kevin Christopher
Sam Sandlin
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

A J Donadio
Grover N Bennett Jr.
Danny Holmes
Ben Rodgers
Jimmy Neal
Dale Moss
Kim Bradford
Joe Iwanyszyn
Darren Wilson
Kathy Dunn
Cathy Reel
Mike Atwood

ABSENT:

Terry Randolph

The Clerk announced that twenty-three (23) were present and one (1) absent. Therefore, the Clerk declared a quorum.

**MOTION RE: APPROVE THE AGENDA OF THE SEPTEMBER 20, 2021 MEETING
OF THE PUTNAM COUNTY BOARD OF COMMISSIONERS**

Commissioner Andrew Donadio moved and Commissioner Jim Martin seconded the motion to approve the Agenda of the September 20, 2021 Meeting.

(SEE ATTACHED)

AGENDA PUTNAM COUNTY BOARD OF COMMISSIONERS

MEETING WILL BE AT THE COOKEVILLE COMMUNITY CENTER

**Regular Monthly Session
Monday, September 20, 2021**

**Presiding: Honorable Mike Atwood
Commission Chairman**

- 1. Call to Order - Sheriff Eddie Farris**
- 2. Invocation** *District 1*
- 3. Pledge to the Flag of the United States of America** *District 1*
- 4. Roll Call - County Clerk Wayne Nabors**
- 5. Approval of the Agenda**
- 6. Approval of the Minutes of Previous Meeting**
- 7. Election of Chairman of the County Commission as recommended by the Nominating Committee.**
- 8. Election of Chairman Protempore of the County Commission as recommended by the Nominating Committee.**
- 9. Election of Parliamentarian of the County Commission as recommended by the Nominating Committee.**
- 10. Unfinished Business and Action Thereon by the Board**
 - A. Report of Standing Committees**
 1. Planning Committee
 2. Fiscal Review Committee
 3. Nominating Committee
 - B. Report of Special Committees**
 - C. Other Unfinished Business**

11. Quarterly Reports and Action Thereon by the Board

- A. Road Fund - Randy Jones, Road Supervisor
- B. School Funds - Corby King, Director of Schools
- C. County General Fund, Debt Service Fund, and Solid Waste Sanitation Fund, Parks and Recreation Fund, and the Self Insurance Fund - Randy Porter, County Mayor.

12. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee

- a. Recommends approval of the changes to the County Records Policy.
- a. Recommends approval for the following vehicle to be transferred to the Upper Cumberland Regional Airport:
2009 Dodge Caravan VIN#2D4RN4DE0AR117769

2. Fiscal Review Committee

- a. Recommends approval of budget amendments to the County General Fund.
- b. Recommends approval of budget amendments to the Sheriff's Drug Fund.
- c. Recommends approval of budget amendments to the Capital Projects Fund.
- d. Recommends approval of budget amendments to the General Purpose School Fund.

3. Nominating Committee

- a. Recommends approval of the Nominating appointment to serve on the Upper Cumberland Regional Airport Board of Adjustments for a 3 year term to expire September 2024.
- b. Recommends approval of the 3 Nominating appointments to serve on the Beer Board for 3 year terms to expire September 2024.
- c. Recommends approval of the 3 Nominating appointments to serve on the Joint Economic Development Board for 4 year terms to expire September 2025.

B. Report of Special Committees

C. Resolutions

D. Election of Notaries

E. Other New Business

1. Hear from County Mayor on American Rescue Plan Projects.
2. Ratification of the County Mayor's appointments to serve on the Regional Planning Commission for 4 year terms to expire September 2025:
Phil Wilbourn
Dale Moss
Ted McWilliams
3. Ratification of the County Mayor's appointments to serve on the Ethics for a 1 year term to expire September 2022:
Newly elected Parliamentarian
Kevin Christopher
Kim Bradford
Harold Burris-Elected Official
Jere Mason-Representative of E-911 Board.
4. Elected Chairman of the Commission to appoint 5 members to serve on the Rules Committee.
5. Acknowledge Report on Debt Obligation for Bond Issuance for Jail Expansion and School Bond.

8. Announcements and Statements

9. Adjourn

The Chairman asked for discussion on the motion to approve the Agenda of the September 20, 2021 Meeting. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING

Commissioner Dale Moss moved and Commissioner Cindy Adams seconded the motion to approve the Minutes of the August 16, 2021 Meeting.

The Chairman asked for discussion on the motion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

MOTION RE: ELECTION OF CHAIRMAN OF THE COUNTY COMMISSION. THE NOMINATING COMMITTEE RECOMMENDS THE CONSIDERATION OF MIKE ATWOOD

Commissioner Theresa Taves moved and Commissioner Andrew Donadio seconded the motion to approve the Nominating Committees recommendation of Mike Atwood to serve as the Chairman of the County Commission.

The Chairman asked for additional nominations to serve as Chairman.

MOTION RE: NOMINATIONS CEASE AND ELECT MIKE ATWOOD BY ACCLAMATION

Commissioner Kathy Dunn moved and Commissioner Dale Moss seconded the motion for nominations to cease and elect Mike Atwood by acclamation.

The Chairman asked for discussion on the motion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

MOTION RE: ELECTION OF CHAIRMAN PROTEMPORE OF THE COUNTY COMMISSION. THE NOMINATING COMMITTEE RECOMMENDS THE CONSIDERATION OF JIM MARTIN

Commissioner Ben Rodgers moved and Commissioner Cindy Adams seconded the motion of the Nominating Committees recommendation of Jim Martin as Chairman Protempore.

The Chairman asked for other nominations to serve as Chairman Protempore. There was none.

MOTION RE: NOMINATIONS CEASE AND ELECT JIM MARTIN BY ACCLAMATION

Commissioner Chris Cassetty moved and Commissioner Kathy Dunn seconded the motion for nominations to cease and elect Jim Martin by acclamation.

The Chairman asked for discussion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

MOTION RE: ELECTION OF PARLIAMENTARIAN OF THE COUNTY COMMISSION. THE NOMINATING COMMITTEE RECOMMENDS THE CONSIDERATION OF BEN RODGERS

Commissioner Jimmy Neal moved and Commissioner Cindy Adams seconded the motion to accept the Nominating Committees recommendation of Ben Rodgers as Parliamentarian of the County Commission.

The Chairman asked for other nominations. There was none.

MOTION RE: NOMINATIONS CEASE AND ELECT BEN RODGERS BY ACCLAMATION

Commissioner Chris Cassetty moved and Commissioner Kathy Dunn seconded the motion for nominations to cease and elect Ben Rodgers by acclamation.

The Chairman asked for discussion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

UNFINISHED BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES:

PLANNING COMMITTEE: No unfinished business.

FISCAL REVIEW COMMITTEE: No unfinished business.

NOMINATING COMMITTEE: No unfinished business.

REPORT OF SPECIAL COMMITTEES: None

OTHER UNFINISHED BUSINESS: None

QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD:

A. ROAD FUND – RANDY JONES, ROAD SUPERVISOR

B. SCHOOL FUNDS, CORBY KING, DIRECTOR OF SCHOOLS

**C. COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE
SANITATION FUND, PARKS AND RECREATION FUND, AND THE SELF
INSURANCE FUND – RANDY PORTER, COUNTY MAYOR.**

(SEE ATTACHED)

PUTNAM COUNTY HIGHWAY DEPARTMENT
QUARTERLY REPORT
APRIL, MAY, JUNE 2021

**131- ROAD FUND
REVENUE**

CODE NUMBER AND DESCRIPTION	ESTIMATED	AMENDMENT	1st. QTR.	2nd. QTR.	3rd. QTR.	4th. QTR.	TOTALS	UN-REALIZED
40000.110 - 43000.320 LOCAL TAX	2,358,587	-	21,778	1,102,047	1,167,397	78,323	2,369,545	(10,958)
44000.130 - 44000.560 OTHER LOCAL	2,000		416	129	-	77	622	1,378
46000.410 - 46000.930 STATE TAX	3,295,900		485,673	1,038,118	879,409	683,011	3,086,211	209,689
49800. OTHER SOURCES TRANSFER IN	-	-	-	87,719		15,125	102,843	(102,843)
TOTAL ESTIMATED REVENUE	5,656,487		507,867	2,228,013	2,046,806	776,536	5,559,221	97,266
FUND BALANCE JUNE 30, 2021	2,715,215							

EXPENDITURES

CODE NUMBER AND DESCRIPTION	ESTIMATED	AMENDMENT	1st. QTR.	2nd. QTR.	3rd. QTR.	4th. QTR.	TOTALS	UN-ENCUMB
61000 - ADMINISTRATION	362,220		99,495	95,786	65,557	81,739	342,577	37,100
62000 - ROAD CONST. & MAINT.	3,533,150	(59,600)	583,100	751,447	448,384	1,190,122	2,973,053	500,497
63100 - OPERATION OF EQUIPMENT	409,625	48,000	63,959	119,494	97,929	110,915	392,297	65,328
65000 - OTHER CHARGES	249,450	11,600	166,898	34,263	35,009	12,034	248,204	12,846
68000 - CAPITAL OUTLAY	830,746	-	8,551	36,027	517,370	52,531	614,479	216,267
TOTAL EXPENDITURES	5,385,191	-	922,003	1,037,017	1,164,249	1,447,341	4,570,610	832,038

SUMMITTED BY:  RANDY JONES, ROAD SUPERVISOR

Department of Education

Putnam County

Mr. Corby King, Director of Schools

Board of Education
Lynn McHenry, Chair
Kim Cravens, Vice-Chair
FAX (931) 372-0391

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
Jerry Maynard

Board Members
Dawn Fry
Celeste Gammon

David McCormick

September 8, 2021

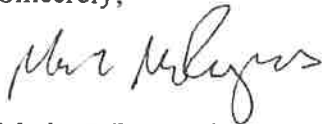
Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following Quarterly Reports for the quarter ended June 30, 2021:

- 141 – General Purpose School Fund
- 142 – Federal Projects Fund
- 143 – Central Cafeteria Fund
- 146 – Extended School Program Fund

Sincerely,



Mark McReynolds
Putnam County Board of Education

PUTNAM COUNTY BOARD OF EDUCATION
FUND 141 - GENERAL PURPOSE SCHOOL FUND
BUDGET TO ACTUAL QUARTERLY REPORT AS OF JUNE 2021

BOS Approved 8/15/21
V.F.F.S.

	2020-2021	Actual			Actual	Total
	Budget	Jul-Sept 2020	Oct-Dec 2020	Jan-Mar 2021		
Revenues:						
40000 Local Revenue	34,275,391	2,961,765	12,508,403	13,002,524	6,084,418	34,557,110
41000 Licenses and Permits	6,000	1,786	1,948	846	1,511	6,090
43000 Charges for Current Services	230,200	20,221	31,791	20,714	69,193	141,919
44000 Other Local Revenue	74,391	71,010	8,620	19,322	(19,089)	79,863
46000 State of Tennessee	61,476,669	11,307,437	17,532,094	17,915,946	13,747,610	60,503,087
47000 Federal Thru State	2,184,417	29,655	526,643	348,373	742,459	1,647,130
48000 Donations/Other	91,800	5,865	14,304	87,757	12,343	120,268
49000 Other Sources	1,050,000	188,784	159,931	236,729	470,906	1,056,349
TOTAL	99,388,868	14,586,522	30,783,734	31,632,209	21,109,350	98,111,815
Encumbrances / Expenditures:						
71100 Regular Education	47,172,296	9,371,754	10,948,240	10,858,878	15,037,592	46,216,464
71150 Alternative Education	736,784	128,482	177,937	179,061	228,899	714,379
71200 Special Education	9,743,880	1,647,152	2,317,637	2,342,761	3,059,499	9,367,049
71300 Vocational Education	1,751,889	256,693	352,313	337,846	758,964	1,705,816
71600 Adult Education	636,182	130,038	132,232	142,744	170,583	575,596
72110 Attendance	324,016	120,492	75,450	59,944	63,067	318,953
72120 Health Services	1,132,029	193,514	269,603	273,864	362,378	1,099,359
72130 Other Student Services	3,287,766	465,973	668,909	721,832	1,214,032	3,070,745
72210 Regular Ed. Support	3,016,999	658,539	679,012	710,763	876,295	2,924,609
72215 Alternative Ed. Support	149,288	31,973	34,943	35,027	38,542	140,484
72220 Special Ed. Support	1,851,577	367,448	430,690	438,614	560,779	1,797,530
72230 Vocational Ed. Support	106,963	25,012	25,073	24,026	29,253	103,364
72250 Technology	1,609,681	445,969	282,492	482,788	351,679	1,562,928
72260 Adult Ed. Support	185,491	38,122	49,251	52,317	44,420	184,111
72310 Board of Education	2,093,220	789,614	497,265	435,611	279,335	2,001,825
72320 Office of the Director	166,444	35,525	37,636	40,787	43,726	157,674
72410 Office of Principal	6,914,056	1,292,337	1,701,008	1,722,107	2,168,227	6,883,679
72510 Fiscal Services	940,255	280,450	208,767	238,840	207,650	935,707
72520 Human Services/Personnel	249,675	57,324	69,450	57,167	57,646	241,586
72610 Operation of Plant	7,511,741	1,711,802	1,578,011	1,775,170	2,093,176	7,158,159
72620 Maintenance of Plant	2,770,385	620,712	795,195	459,121	703,189	2,578,217
72710 Transportation	3,970,366	526,591	755,218	1,441,405	845,519	3,568,733
73100 Food Services	497,686	109,812	110,000	105,101	146,011	470,924
73300 Community Services	993,470	41,372	199,359	172,131	296,101	708,964
73400 Early Childhood Education	1,894,084	347,023	463,072	470,124	584,108	1,864,327
76100 Regular Capital Outlay	-	-	-	-	-	-
99100 Operating Transfers	2,000,000	62,213	(14,497)	3,658	1,948,626	2,000,000
TOTAL	101,706,224	19,755,934	22,844,266	23,581,689	32,169,293	98,351,182

**PUTNAM COUNTY BOARD OF EDUCATION
FUND 142 - SCHOOL FEDERAL PROJECTS FUND
BUDGET TO ACTUAL QUARTERLY REPORT AS OF JUNE 2021**

2020-2021		Actual				Actual Apr-Jun 2021	Total Year to Date
Budget	Jul-Sept 2020	Oct-Dec 2020	Jan-Mar 2021				
Revenues:							
46000	State of Tennessee	20,334,001	1,866,739	2,507,072	2,376,103	4,847,880	11,597,793
47000	Federal Thru State	-	-	-	-	-	
49000	Other Sources	2,299,100	69,923	68,841	69,207	2,070,147	
TOTAL		22,633,101	1,936,662	2,575,913	2,445,309	6,918,027	13,875,912
Encumbrances / Expenditures:							
71100	Regular Instruction Program	7,906,406	817,016	1,105,954	645,385	1,968,885	4,537,241
71500	Alternative Instruction Program	11,792	-	-	-	11,712	11,712
71200	Special Education Program	2,915,249	417,437	569,027	584,537	988,125	2,559,125
71300	Vocational Education Program	217,957	20,671	74,202	58,731	58,547	212,150
72110	Attendance	2,932	-	-	-	2,923	2,923
72120	Health Services	216,605	170,418	4,952	10,295	29,303	214,968
72130	Other Student Support	257,187	14,169	26,103	29,395	94,465	164,132
72210	Regular Instruction Program	2,879,451	360,780	516,507	511,310	683,474	2,072,070
72215	Alternative Instruction Program	2,325	-	-	-	2,325	2,325
72220	Special Education Program	448,279	76,451	120,040	77,165	124,448	398,103
72230	Vocational Education Program	1,180	-	-	-	1,176	1,176
72250	Technology	597,988	-	-	-	13,503	13,503
72410	Office of the Principal	118,324	-	-	-	117,802	117,802
72620	Maintenance of Plant	24,090	-	-	-	24,022	24,022
72710	Transportation	106,987	956	3,188	2,125	88,579	94,848
73100	Food Service	495,397	-	-	-	178,712	178,712
73300	Community Services	491,043	11,129	70,116	61,781	140,615	283,641
73400	Early Childhood Education	40,711	-	-	-	40,413	40,413
76100	Regular Capital Outlay	3,188,800	-	-	-	276,881	276,881
99100	Operating Transfers	710,399	69,923	68,841	146,323	326,061	611,149
TOTAL		20,633,101	1,958,950	2,558,929	2,127,046	5,171,970	11,816,895

PUTNAM COUNTY BOARD OF EDUCATION
FUND 143 - CENTRAL CAFETERIA FUND
BUDGET TO ACTUAL QUARTERLY REPORT AS OF JUNE 2021

	2020-2021 Budget	Actual Jul-Sept 2020	Actual Oct-Dec 2020	Actual Jan-Mar 2021	Actual Apr-Jun 2021	Total Year to Date
Revenues:						
43000 Charges for Current Services	1,105,000	75,310	46,206	91,242	141,404	354,162
44000 Other Local Revenue	-	2,089	571	1,139	1,624	5,423
46500 State of Tennessee	50,000	-	-	44,954	-	44,954
47100 Federal Thru State	6,345,000	474,106	1,359,278	2,459,075	3,320,653	7,613,111
TOTAL	7,500,000	551,506	1,406,054	2,596,410	3,463,681	8,017,650
Encumbrances / Expenditures:						
73100 Food Services	6,850,000	1,222,069	1,768,334	1,598,019	2,131,743	6,720,163
99100 Operating Transfers	650,000	106,559	159,931	208,496	166,108	641,093
TOTAL	7,500,000	1,328,627	1,928,264	1,806,514	2,297,850	7,361,256

PUTNAM COUNTY BOARD OF EDUCATION
FUND 146 - EXTENDED SCHOOL PROGRAM FUND
BUDGET TO ACTUAL QUARTERLY REPORT AS OF JUNE 2021

		2020-2021 Budget	Actual Jul-Sept 2020	Actual Oct-Dec 2020	Actual Jan-Mar 2021	Actual Apr-Jun 2021	Total Year to Date
Revenues:							
43000	Charges for Current Services	1,377,470	241,731	495,265	576,816	643,012	1,956,824
	TOTAL	1,377,470	241,731	495,265	576,816	643,012	1,956,824
Encumbrances / Expenditures:							
73300	Community Services	1,377,470	307,048	294,982	303,474	347,166	1,252,669
	TOTAL	1,377,470	307,048	294,982	303,474	347,166	1,252,669

COUNTY GENERAL BUDGET 2020-2021
Statement of Revenues and Expenditures
Period ending June 30, 2021

REVENUES:	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2021</u>
40000 Local Taxes	19,404,170.00	19,404,170.00	20,168,953.55
41000 Licenses and Permits	467,000.00	467,000.00	576,511.81
42000 Fines, Forfeitures and Penalties	421,750.00	421,750.00	394,776.52
43000 Charges for Current Service	5,105,000.00	5,231,312.99	5,872,862.78
44000 Other Local Revenue	2,177,000.00	2,250,051.69	1,445,721.73
45000 Fees Received from County Officials	3,985,000.00	3,985,000.00	4,489,777.66
46000 State of Tennessee	5,876,188.00	5,919,127.00	5,294,553.60
47000 Federal Government	407,755.00	583,812.92	3,289,929.84
48000 Other Governments and Citizens Groups	652,978.00	652,978.00	794,099.95
49000 Other Sources	0	0	0
TOTAL REVENUES	38,496,841.00	38,915,202.60	42,327,187.44
Fund Balance June 2020	15,404,700		
EXPENDITURES:	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>THROUGH 6-30-2021</u>
51000 General Administration	4,491,354.00	5,507,418.00	5,261,421.91
52000 Finance	1,857,699.00	2,437,180.00	2,293,350.51
53000 Administration of Justice	2,841,102.00	3,666,389.00	3,438,859.89
54000 Public Safety	13,601,557.00	17,560,650.61	16,052,007.90
55000 Public Health & Welfare	6,435,571.00	8,600,134.99	7,725,531.92
56000 Social, Cultural & Recreational Services	618,324.00	618,296.00	617,661.64
57000 Agriculture & Natural Resources	328,950.00	378,874.00	365,403.41
58000 Other Operations	9,923,121.00	2,463,731.00	1,526,515.49
91000 Transfers Out	400,000.00	650,000.00	650,000.00
TOTAL EXPENDITURES	40,497,678.00	41,882,673.60	37,930,752.67

SOLID WASTE/SANITATION BUDGET - 2020-2021
Statement of Revenues and Expenditures
Period ending June 30, 2021

REVENUES:		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2021</u>
40000	Local Taxes	3,171,454.00	3,171,454.00	3,230,029.69
43000	Charges for Current Service	1,540,000.00	1,670,000.00	1,638,657.87
44000	Other Local Revenues	100,000.00	100,000.00	210,214.08
46000	State of Tennessee	167,790.00	167,790.00	103,999.88
47000	Federal Government			
TOTAL REVENUES		4,979,244.00	5,109,244.00	5,182,901.52
Fund Balance June 2020		1,700,448		
EXPENDITURES:		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>PAID & ENCUMBERED THROUGH 6-30-2021</u>
55000	Public Health and Welfare	5,606,709.00	5,736,709.00	5,240,385.32
TOTAL EXPENDITURES		5,606,709.00	5,736,709.00	5,240,385.32

DEBT SERVICE BUDGET - 2020-2021
Statement of Revenues and Expenditures
Period ending June 30, 2021

REVENUES:	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2021</u>
40000 Local Taxes	17,598,582.00	17,598,582.00	24,160,698.04
44000 Other Local Revenues	0.00	0.00	0.00
49000 Other Sources	0.00	0.00	4,625.26
TOTAL REVENUES	17,598,582.00	17,598,582.00	24,165,323.30
Fund Balance June 2020	14,940,893		
EXPENDITURES:	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>PAID & ENCUMBERED THROUGH 6-30-2021</u>
76000 Capital Outlay	691,955.00	691,955.00	691,954.67
82000 Education Debt	10,929,200.00	10,929,200.00	10,641,952.09
90000 Public Safety Projects	2,702,850.00	2,702,850.00	2,702,850.00
99100 Transfers Out	<u>5,850,000.00</u>	<u>5,850,000.00</u>	<u>5,850,000.00</u>
TOTAL EXPENDITURES	20,174,005.00	20,174,005.00	19,886,756.76

Parks and Recreation 2020-2021
Statement of Revenues and Expenditures
Period ending June 30, 2021

REVENUES:	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2021</u>
40000 Local Taxes	900,712.00	900,712.00	1,027,096.20
43000 Charges for Current Services	35,000.00	35,000.00	27,367.50
44000 Other Local Revenues	55,000.00	55,000.00	45,876.95
46000 State of Tennessee	0.00	0.00	0.00
TOTAL REVENUES	990,712.00	990,712.00	1,100,340.65
Fund Balance June 2020	467,068		
EXPENDITURES:	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>PAID & ENCUMBERED THROUGH 6-30-2021</u>
56000 Social Cultural & Recreational	1,294,320.00	1,353,586.00	1,150,465.97
TOTAL EXPENDITURES	1,294,320.00	1,353,586.00	1,150,465.97

PUTNAM COUNTY SELF INSURANCE FUND
FUND BALANCE SUMMARY FOR 2020-2021
As of June 30, 2021

Fund Balance as of March 31, 2021			346,422.99
PLUS: Departmental Deposits		546,533.91	
Interest		135.33	
		546,669.24	
LESS: Liability Claims		145,011.34	
Work Comp Claims		290,959.26	
Medical Records		0.00	
Claim Adjuster Fees		0.00	
Legal Fees		5,762.70	
Court Reporter & Court Costs		0.00	
Insurance		2,586.00	
Miscellaneous		0.00	
WC Fees to PMA Insurance Group		0.00	
Management fee		0.00	
Liability Reserve Increase		0.00	
(Decrease) this period		-19,532.00	
Work Comp Reserve Increase		172,808.00	
(Decrease) this period		0.00	
		597,595.30	
Ending Fund Balance as of June 30, 2021			295,496.93
CASH SUMMARY			
=====			
Checking balance (9715) as of 06/30/2021		83,284.71	
Checking balance (4324) as of 06/30/2021		1,142,798.22	
Outstanding items:			
Ending Cash Balance as of March 31, 2021			1,226,082.93
Less: Open Liability Claim Reserves as of 6/30/2021			-55,063.00
Open Work Comp Claim Reserves as of 6/30/2021			-875,523.00
Ending Fund Balance as of June 30, 2021			295,496.93

Number of Open Liability Claims as of June 30, 2021

6

Number of Open Work Comp Claims as of June 30, 2021

39

This report was prepared by McGriff on 8/04/2021

NEW BUSINESS AND ACTION THEREON BY THE BOARD:

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE:

**MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF THE
CHANGES TO THE COUNTY RECORDS POLICY**

(SEE ATTACHED)

AMENDED PUBLIC RECORDS POLICY

FOR PUTNAM COUNTY, TENNESSEE

Pursuant to Tenn. Code Ann. § 10-7-503(g), the following Public Records Policy for Putnam County, Tennessee is hereby adopted by Putnam County, Tennessee to provide economical and efficient access to public records as provided under the Tennessee Public Records Act ("TPRA") in Tenn. Code Ann. § 10-7-501, et seq.

The TPRA provides that all state, county and municipal records shall, at all times during business hours, which for public hospitals shall be during the business hours of their administrative offices, be open for personal inspection by any citizen of this state, and those in charge of the records shall not refuse such right of inspection to any citizen, unless otherwise provided by state law. See Tenn. Code Ann. § 10-7-503(a)(2)(A). Accordingly, the public records of Putnam County, Tennessee are presumed to be open for inspection unless otherwise provided by law.

Personnel of Putnam County, Tennessee shall timely and efficiently provide access and assistance to persons requesting to view or receive copies of public records. No provisions of this Policy shall be used to hinder access to open public records. However, the integrity and organization of public records, as well as the efficient and safe operation of Putnam County, Tennessee, shall be protected as provided by current law. Concerns about this Policy should be addressed to the Public Records Request Coordinator for Putnam County, Tennessee or to the Tennessee Office of Open Records Counsel ("OORC").

This Policy is available for inspection and duplication in the office of the Putnam County Executive. This Policy is posted online at www.putnamcountyttn.gov. This Policy shall be reviewed every two years.

This Policy shall be applied consistently throughout the various offices, departments, and/or divisions of Putnam County, Tennessee.

I. Definitions:

- A. Records Custodian: The office, official or employee lawfully responsible for the direct custody and care of a public record. See Tenn. Code Ann. § 10-7-503(a)(1)(C). The records custodian is not necessarily the original preparer or receiver of the record.
- B. Public Records: All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by any governmental agency. See Tenn. Code Ann. § 10-7-503(a)(1)(A).
- C. Public Records Request Coordinator: The individual, or individuals, designated in Section III, A.3 of this Policy who has, or have, the responsibility to ensure public record requests are routed to the appropriate records custodian and are fulfilled in accordance with the TPRA. See Tenn. Code Ann. § 10-7-503(a)(1)(B). The Public Records Request Coordinator may also be a records custodian.

- D. Requestor: A person seeking access to a public record, whether it is for inspection or duplication.

II. Requesting Access to Public Records

- A. Public record requests shall be made to the Public Records Request Coordinator ("PRRC") or his/her designee or via email in order to ensure public record requests are routed to the appropriate records custodian and fulfilled in a timely manner.
- B. Requests for inspection only cannot be required to be made in writing. The PRRC should request a mailing or email address from the requestor for providing any written communication required under the TPRA.
- C. Requests for inspection may be made orally or in writing using the attached Form at the respective office where the records are located.
- D. Requests for copies, or requests for inspection and copies, shall be made in writing using the attached Form at the respective office where the records are located.
- E. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license or alternative acceptable form of ID is required as a condition to inspect or receive copies of public records.
- F. There are several documents, including but not limited to County Commission documentation, Assessor of Property documentation, etc. available online at www.putnamcountyttn.gov.

III. Responding to Public Records Requests

A. Public Record Request Coordinator

- 1. The PRRC shall review public record requests and make an initial determination of the following:
 - a. Evidence of Tennessee citizenship is required;
 - b. If the records requested are described with sufficient specificity to identify them; and
 - c. If the Governmental Entity is the custodian of the records.
- 2. The PRRC shall acknowledge receipt of the request and take any of the following appropriate action(s):
 - a. Advise the requestor of this Policy and the elections made regarding:
 - i. Proof of Tennessee citizenship;
 - ii. Form(s) required for copies;
 - iii. Fees; and

- iv. Aggregation of multiple or frequent requests.
- b. If appropriate, deny the request in writing, providing the appropriate ground such as one of the following:
 - i. The requestor is not, or has not presented evidence of being, a Tennessee citizen.
 - ii. The request lacks specificity.
 - iii. An exemption makes the record not subject to disclosure under the TPRA.
 - iv. The Governmental Entity is not the custodian of the requested records.
 - v. The records do not exist.
- c. If appropriate, contact the requestor to see if the request can be narrowed.
- d. Forward the records request to the appropriate records custodian in Putnam County, Tennessee.
- e. If requested records are in the custody of a different governmental entity, and the PRRC knows the correct governmental entity, advise the requestor of the correct governmental entity and PRRC for that entity if known.

3. The designated PRRC(s) are:

- a. Name or title: SEE ATTACHED EXHIBIT A
- b. Contact information: SEE ATTACHED EXHIBIT A

4. The PRRC(s) shall report to the governing authority on an annual basis about the Governmental Entity's compliance with the TPRA pursuant to this Policy and shall make recommendations, if any, for improvement or changes to this Policy.

B. Records Custodian

- 1. Upon receiving a public records request, a records custodian shall promptly make requested public records available in accordance with Tenn. Code Ann. § 10-7-503. If the records custodian is uncertain that an applicable exemption applies, the custodian may consult with the PRRC, counsel, or the OORC.
- 2. If not practicable to promptly provide requested records because additional time is necessary to determine whether the requested records exist; to search for, retrieve, or otherwise gain access to records; to determine whether the records are open; to redact records; or for other similar reasons, then a records

custodian shall, within seven (7) business days from the records custodian's receipt of the request, send the requestor a completed Public Records Request Response Form which is attached as Form, based on the form developed by the OORC.

3. If a records custodian denies a public record request, he or she shall deny the request in writing as provided in Section III.A.2.b using the Public Records Request Response Form.
4. If a records custodian reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the records custodian shall use the Public Records Request Response Form to notify the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the records custodian should contact the requestor to see if the request can be narrowed.
5. If a records custodian discovers records responsive to a records request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.

C. Redaction

1. If a record contains confidential information or information that is not open for public inspection, the records custodian shall prepare a redacted copy prior to providing access. If questions arise concerning redaction, the records custodian should coordinate with counsel or other appropriate parties regarding review and redaction of records. The records custodian and the PRRC may also consult with the OORC.
2. Whenever a redacted record is provided, a records custodian should provide the requestor with the basis for redaction. The basis given for redaction shall be general in nature and not disclose confidential information.

IV. Inspection of Records

- A. There shall be no charge for inspection of open public records.
- B. The location for inspection of records within the offices of Putnam County should be determined by either the PRRC or the records custodian.
- C. Under reasonable circumstances, the PRRC or a records custodian may require an appointment for inspection or may require inspection of records at an alternate location.

V. Copies of Records

- A. A records custodian shall promptly respond to a public record request for copies in the most economic and efficient manner practicable.
- B. Copies will be available for pickup at a location specified by the records custodian .
- C. Upon payment for postage, copies will be delivered to the requestor's home address by the United States Postal Service. Additional permitted means of delivery is via email
- D. A requestor will not be allowed to make copies of records with personal equipment.

VI. Fees and Charges and Procedures for Billing and Payment

- A. Fees and charges for copies of public records should not be used to hinder access to public records.
- B. Records custodians shall provide requestors with an itemized estimate of the charges using the approved Form prior to producing copies of records and may require pre-payment of such charges before producing requested records.
- C. When fees for copies and labor do not exceed \$5.00, the fees may be waived. Requests for waiver for fees above \$5.00 must be presented to the PRRC, who is authorized to determine if such waiver is in the best interest of Putnam County, Tennessee, and for the public good. Fees associated with aggregated records requests will not be waived.
- D. Fees and charges for copies are as follows:
 - 1. **\$0.15** per page for letter- and legal-size black and white copies.
 - 2. **\$0.50** per page for letter- and legal-size color copies.
 - 3. Labor **when time exceeds one hour.**
 - 4. If an outside vendor is used, the actual costs assessed by the vendor.

VII. Payment is to be made in cash payable to the PRRC presented to the records custodian.

VIII. Payment in advance will be required when costs are estimated to exceed \$20.00.

IX. Aggregation of Frequent and Multiple Requests

- 1. Putnam County, Tennessee will not aggregate record requests in accordance with the Frequent and Multiple Request Policy promulgated by the OORC when more than (4) requests are received within a calendar month (either from a single individual or a group of individuals deemed working in concert).

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: Putnam County, Tennessee
Cookeville, TN 38501

From: _____

Is the requestor a Tennessee citizen? ☐ Yes ☐ No

Request: ☐ Inspection (The TPRA does not permit fees or require a written request for inspection only.)
☐ Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here: _____.

Delivery preference: ☐ On-Site Pick-Up ☐ USPS First-Class Mail
☐ Electronic ☐ Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking.

Signature of Requestor and Date Submitted

Signature of Public Records Request Coordinator and Date Received

The Chairman asked for discussion on the motion. There was no discussion.

The Chairman asked for a voice vote on the motion. The motion carried.

**MOTIN RE: PLANNING COMMITTEE RECOMMENDS APPROVAL FOR THE
FOLLOWING VEHICLE TO BE TRANSFERRED TO THE UPPER CUMBERLAND
REGIONAL AIRPORT:**

2009 DODGE CARAVON VIN # 2D4RN4DE0AR117769

Commissioner Kathy Dunn moved and Commissioner Kim Bradford seconded the motion to approve the following vehicle to be transferred to the Upper Cumberland Airport:

2009 DODGE CARAVON VIN # 2D4RN4DE0AR117769

(SEE ATTACHED)



Putnam County Justice Center
421 East Spring Street • Cookeville, TN 38501
Phone: 931.528.8484 • Fax: 931.528.7043

September 1, 2021

Putnam County Sheriff's Office requests to transfer the below listed vehicle, obtained through the LESO Program in 2016 to the Upper Cumberland Regional Airport.

YEAR	MAKE	MODEL	VIN
2009	DODGE	GRAND CARAVAN	2D4RN4DE0AR117769

Thank you for your consideration,



Sheriff Eddie Farris

The Chairman asked for discussion on the motion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

FISCAL REVIEW COMMITTEE:

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF
BUDGET AMENDMENTS TO THE COUNTY GENERAL FUND**

Commissioner Chris Cassetty moved and Commissioner Andrew Donadio seconded the motion to approve the Budget Amendments to the County General Fund.

(SEE ATTACHED)

BUDGET AMENDMENT COUNTY GENERAL FUND

Sep-21

<u>County General Expenditures</u>	<u>Debit</u>	<u>Credit</u>
<u>55130 Ambulance / Emergency Medical Services</u>		
196 Training		23,000.00
<u>County General Revenue</u>		
43190 Other General Service Charges	23,000.00	
<i>See attached letter from Tommy Copeland - EMS Director</i>		
<u>99100 Transfers</u>		
590 Transfers to Other Funds		55,333.42
<u>County General Revenue</u>		
44540 Sale of Property	55,333.42	
<i>See attached letter from Sheriff Farris</i>		
Total	\$ 78,333.42	\$ 78,333.42

PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

700 County Services Drive
Cookeville, TN 38501
Phone (931) 528-1555

Tommy Copeland, CCP
Chief
Tommy.copeland@putnamcountyttn.gov
Direct (931) 525-2103
Fax (931) 520-8404

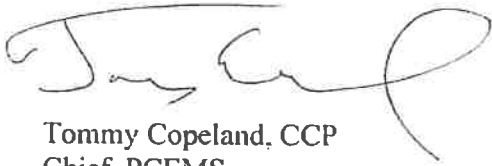
Darren Ford, CCP
Deputy Chief
dford@putnamcountyttn.gov
Direct: 931-525-2112
Fax: 931-372-0295

Budget Amendment

Amount: \$23,000
From: EMS Training Account
To: 55130-196

PCEMS would like to move money collected from EMT students to the training account, to cover costs associated with their education. **NO NEW MONEY IS REQUESTED.**

Respectfully,



Tommy Copeland, CCP
Chief, PCEMS

The Chairman asked for discussion on the motion. There was none.

The Chairman asked the Commissioners to vote on the motion. The Commissioners voted as follows:

FOR:

Jonathan Williams
Kevin Christopher
Sam Sandlin
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

A J Donadio
Grover N Bennett Jr.
Danny Holmes
Ben Rodgers
Jimmy Neal
Dale Moss
Kim Bradford
Joe Iwanyszyn
Darren Wilson
Kathy Dunn
Cathy Reel
Mike Atwood

ABSENT:

Terry Randolph

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF
BUDGET AMMENDMENTS TO THE SHERIFF'S DRUG FUND**

Commissioner Chris Cassetty moved and Commissioner Jim Martin seconded the motion to approve the Budget Amendments to the Sheriff's Drug Fund.

(SEE ATTACHED)

BUDGET AMENDMENT DRUG CONTROL FUND

Sep-21

DRUG CONTROL EXPENDITURES

54150-716 Law Enforcement Equipment

Debit

Credit

55,333.42

DRUG CONTROL REVENUE

49800 Other Sources (Transfer In)
From General Fund

55,333.42

Total

55,333.42

55,333.42

See memo from Sheriff's Office



Putnam County Justice Center
421 East Spring Street • Cookeville, TN 38501
Phone: 931.528.8484 • Fax: 931.528.7043

DATE: September 1, 2021

**TO: Fiscal Review Committee - Honorable County
Commissioners**

SUBJECT: Budget Item Transfer Requests

Please allow this to serve as my request to transfer the following monies:

Transfer a total of \$55,333.42 from 101 – 44540 Sale of Property which were receipted under the following Electronic Payments; EFT0000017372, EFT0000017902, EFT0000018474 and EFT0000016968 to line item 122 – 54150 – 716 Law Enforcement Equipment.

Thanking you in advance,

Sheriff Eddie Farris

The Chairman asked for discussion on the motion. There was none.

The Chairman asked the Commissioners to vote on the motion. The Commissioners voted as follows:

FOR:

Jonathan Williams
Kevin Christopher
Sam Sandlin
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

A J Donadio
Grover N Bennett Jr.
Danny Holmes
Ben Rodgers
Jimmy Neal
Dale Moss
Kim Bradford
Joe Iwanyszyn
Darren Wilson
Kathy Dunn
Cathy Reel
Mike Atwood

ABSENT:

Terry Randolph

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF
BUDGET AMENDMENTS TO THE CAPITAL PROJECTS FUND**

Commissioner Chris Cassetty moved and Commissioner Darren Wilson seconded the motion to approve the Budget Amendments to the Capital Projects Fund.

(SEE ATTACHED)

BUDGET AMENDMENT CAPITAL PROJECTS #171

Sep-21

CAPITAL PROJECTS FUND

Debit

Credit

82310 General Government (Jail Expansion)

605	Underwriter's Discount	175,078.80
606	Other Debt Issuance Charges	121,713.40
799	Other Capital Outlay	52,700,000.00

82330 Education (New School)

605	Underwriter's Discount	148,455.45
606	Other Debt Issuance Charges	108,831.60
799	Other Capital Outlay	44,701,838.70

CAPITAL PROJECTS REVENUE

49100	Bonds Issued	92,175,000.00
49410	Premiums on Debt Issuance	5,780,917.95

Budgeting for Bond Approved by Commission

TOTAL

\$ 97,955,917.95 \$ 97,955,917.95

The Chairman asked for discussion on the motion. There was discussion.

The Chairman asked the Commissioners to vote on the motion. The Commissioners voted as follows:

FOR:

Jonathan Williams
Kevin Christopher
Sam Sandlin
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

A J Donadio
Grover N Bennett Jr.
Danny Holmes
Ben Rodgers
Jimmy Neal
Dale Moss
Kim Bradford
Joe Iwanyszyn
Darren Wilson
Kathy Dunn
Cathy Reel
Mike Atwood

ABSENT:

Terry Randolph

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF
BUDGET AMENDMENTS TO THE GENERAL PURPOSE SCHOOL FUND**

Commissioner Chris Cassetty moved and Commissioner Jordan Iwanyszyn seconded the motion to approve the Budget Amendments to the General Purpose School Fund.

(SEE ATTACHED)

Department of Education

Putnam County

Mr. Corby King, Director of Schools

Board of Education

Lynn McHenry, Chair
Kim Cravens, Vice-Chair

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
FAX (931) 372-0391

Board Members

Dawn Fry
Celeste Gammon
Jerry Maynard
David McCormick

September 8, 2021

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following budget amendments to the General-Purpose School Fund, as submitted.

Sincerely,

Mark McReynolds
Putnam County Board of Education

Enclosures:

- To adjust General Purpose School Budget based on revenue allocations passed by County Commission on 7/26/2021.
- To budget for revenue received for Adult Education general services.
- To budget for revenue received for Adult Education.
- To budget for Transition Schools to Work Program grant funds awarded to Putnam County schools.
- To budget for a donation by the Kiwanis Club of Cookeville for the purchase of an Amtryke for Upperman High School.
- To amend budget to purchase needed supplies for Student Services department.
- To adjust Career and Technical department's budget for maintenance and repair of equipment.

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Finance

Doc Approved 8/5/21
VI.B-2

DATE: 3-Aug-21

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
1	141 R 40110 000 000000 000	CURRENT PROPERTY TAX	16,608,440.90	1,037,596.10
2	141 R 40210 000 000000 000	LOCAL OPTION SALES TAX	17,000,000.00	500,000.00
3	141 Q 39000 000 000000 000	Unassigned Fund Balance	7,842,104.97	1,537,596.10
			1,537,596.10	1,537,596.10

Explanation: Adjust General Purpose School Budget based on revenue allocations passed by County Commission on 7/26/2021 (Draft 2 to Draft 3)

Requested by:
Supervisor

Recommended for Approval:

Official / Department Head

Reviewed by: *Steve Wilson*
Chief Financial Officer

Action by Fiscal Review Committee:

Recommended for Approval

No Recommendation

Date:

Action by County Commission:

Approval

Non-Approval

Date:

Department: Adult Education

BoE Approved 9/12/2021
DATE: 2-Sept-21 V.C.l.a.

2-Sep-21

[illegible]

Explanation: To budget for revenue received for Adult Education general services

Requested by _____
Supervisor _____

Reviewed by: Steve Puking
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

Action by County Commission:	Approval	Non-Approval

Official / Department Head

Date _____

Date _____

BoE Approved 9/2/2021 V.C.1.b.

Putnam County Budget Amendment / Line Item Transfer Authorization Form

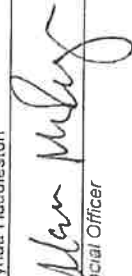
Department: Adult Education

DATE: 2-Sep-21

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
Revenue						
1	141 R 46590 000 01002 000	OTHER STATE EDUCATION FUNDS		189,750.00		189,750.00
2	141 R 47120 000 01002 000	ADULT BASIC EDUCATION		569,250.00		569,250.00
		Total Revenue		759,000.00		759,000.00
Expenditures						
3	141 E 71600 115 000 01002 Rega	Teachers			Increase	
4	141 E 71600 189 000 01002 Rega	Other Salaries			326,990.00	326,990.00
5	141 E 71600 201 000 01002 Rega	FICA			160,616.00	160,616.00
6	141 E 71600 204 000 01002 Rega	Retirement			30,233.00	30,233.00
7	141 E 71600 207 000 01002 Rega	Medical Insurance			28,066.00	28,066.00
8	141 E 71600 212 000 01002 Rega	Medicare			12,433.00	12,433.00
9	141 E 71600 355 000 01002 Rega	Travel			7,071.00	7,071.00
10	141 E 71600 399 000 01002 Rega	Other			6,450.00	6,450.00
11	141 E 71600 429 000 01002 Rega	Supplies & Materials			7,000.00	7,000.00
12	141 E 71600 790 000 01002 Rega	Equipment			18,997.00	18,997.00
13	141 E 72260 105 000 01002 Rega	Supervisor				
14	141 E 72260 162 000 01002 Rega	Clerical				
15	141 E 72260 201 000 01002 Rega	FICA			70,000.00	70,000.00
16	141 E 72260 204 000 01002 Rega	Retirement			38,596.00	38,596.00
17	141 E 72260 207 000 01002 Rega	Medical Insurance			6,734.00	6,734.00
18	141 E 72260 212 000 01002 Rega	Medicare			9,936.00	9,936.00
19	141 E 72260 355 000 01002 Rega	Travel			5,202.00	5,202.00
20	141 E 72260 399 000 01002 Rega	Other contracted services			1,576.00	1,576.00
21	141 E 72260 429 000 01002 Rega	Supplies and Materials			1,300.00	1,300.00
22	141 E 72260 790 000 01002 Rega	Equipment			27,800.00	27,800.00
		Total Expenditures				
		Total Revenue less Total Expenditures		759,000.00	759,000.00	

Explanation: To budget for revenue received for Adult Education

Requested by: Lynda Huddleston
Supervisor

Reviewed by: 
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

Action by County Commission: Approval

Recommended for Approval

Official / Department Head

No Recommendation

Non-Approval

Date:

Date:

BDE Approval 9/2/2021 V.C.I.C.

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: September 2021

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141 47143-02141	Revenue		\$39,351.40	-	
2	141 72210-163-02141	Educational Assistant	-		\$4,892.60	\$4,892.60
3	141 72210-189-02141	Other Salaries and Wages	-		\$13,848.09	\$13,848.09
4	141 72210-201-02141	Social Security	-		\$1,251.11	\$1,251.11
5	141 72210-204-02141	State Ret.	-		\$2,092.59	\$2,092.59
6	141 72210-206-02141	Life Insurance	-		\$23.40	\$23.40
7	141 72210-207-02141	Medical Insurance			\$16,440.60	\$16,440.60
8	141 72210-208-02141	Dental Insurance			\$206.24	\$206.24
9	141 72210-212-02141	Emp. Med			\$293.75	\$293.75
10	141 72210-217-02141	Ret Hybrid Stabilization			\$303.02	\$303.02

Explanation: To budget Transition School to Work Program Grant funds awarded to Putnam County


Requested by: _____

Supervisor

Recommended for Approval:

Assistant Director

Reviewed by: 
Chief Financial Officer

Official / Department Head

Action by Fiscal Review Committee: Recommended for Approval No Recommendation

Date:

Action by County Commission: Approval

Non-Approval

Date:

BOE Approved 9/2/2021
V.C.I.d.

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: September 2021

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141 48610	Donations	-	\$1,140.20	-	-
2	141-71200-725	Equipment	\$21,000.00	-	\$1,140.20	\$22,140.20
			-	\$1,140.20	-	-

Explanation: To budget monies donated by the Kiwanis Club of Cookeville for the purchase of an Amtryke for UHS

Sheri Roberson

Requested by:

Supervisor Sheri Roberson

Recommended for Approval:

Assistant Director

Reviewed by: [Signature]
Chief Financial Officer

Official / Department Head

Action by Fiscal Review Comn Recommended for A: No Recommendation

Date:

Action by County Commission: Approval

Non-Approval

Date:

DATE 2-Sep-21

2-Sep-21

BOE Approved 9/2/2021 V.C.I.E.

[illegible]

Explanation: Amend budget to purchase supplies for student services

Requested by: Chen / 6 JW
Supervisor: _____
Recommended for Approval: _____

Official / Department Head

Reviewed by: Mark Vallejo
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

Date:

Action by County Commission:	Approval	Non-Approval

Date: _____

09-02-21
VC.1f.
LAVIN

Department	Career & Technical Education - General Purpose Funds

August 31, 2021

[illegible]

Move monies for maintenance and repair on CTE equipment.

Requested by:

Leah Eldridge
Supervisor

Recommended for Approval;

Official / Department Head

Reviewed by:

Wm. Hyatt
Supervisor
Chief Financial Officer

Official / Department Head

Action by Fiscal Review Committee:

Recominended for Approval

No Recommendation

Date:

Action by County Commission:

Approved

Not Approved

Date: _____

received
08-31-21

The Chairman asked for discussion on the motion. There was none.

The Chairman asked the Commissioners to vote on the motion. The Commissioners voted as follows:

FOR:

Jonathan Williams
Kevin Christopher
Sam Sandlin
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Taves
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

A J Donadio
Grover N Bennett Jr.
Danny Holmes
Ben Rodgers
Jimmy Neal
Dale Moss
Kim Bradford
Joe Iwanyszyn
Darren Wilson
Kathy Dunn
Cathy Reel
Mike Atwood

ABSENT:

Terry Randolph

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

NOMINATING COMMITTEE:

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS APPROVAL OF
NOMINATING APPOINTMENT TO SERVE ON THE UPPER CUMBERLAND
REGIONAL AIRPORT BOARD OF ADJUSTMENTS FOR A 3 YEAR TERM TO
EXPIRE SEPTEMBER 2024:**

BILL SCRUGGS

Commissioner Jordan Iwanyszyn moved and Kathy Dunn seconded the motion to approve the Nominating Appointment of Bill Scruggs to serve on the Upper Cumberland Regional Airport Board for a 3 year term to expire September 2024.

The Chairman asked for discussion on the motion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS APPROVAL OF THE 3
NOMINATING APPOINTMENTS TO SERVE ON THE BEER BOARD FOR 3 YEAR
TERMS TO EXPIRE SEPTEMBER 2024:**

**JERRY FORD
JONATHAN A. D. WILLIAMS
ANDREW DONADIO**

Commissioner Jimmy Neal moved and Commissioner Cathy Reel seconded the motion to approve the Nominating Appointments of Jerry Ford, Jonathan A. D. Williams, and Andrew Donadio to serve on the Beer Board for 3 year terms to expire September 2024.

The Chairman asked for discussion on the motion. There was discussion.

The Chairman asked for a voice vote on the motion. The motion carried.

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS APPROVAL OF THE 3
NOMINATING APPOINTMENTS TO SERVE ON THE JOINT ECONOMIC
DEVELOPMENT BOARD FOR 4 YEAR TERMS TO EXPIRE SEPTEMBER 2025:**

**GARY FLOETER
DONNITA HILL**

**COUNTY MAYOR TO BRING FORWARD ANOTHER NAME AT A FUTURE
PERIOD**

Commissioner Jordan Iwanyszyn moved and Kim Bradford seconded the motion to approve the Nominating Appointments of Gary Floeter, Donnita Hill and County Mayor to bring forward another name at a future period to serve on the Joint Economic Development Board for 4 year terms to expire September 2025.

The Chairman asked for discussion on the motion. There was discussion.

The Chairman asked for a voice vote on the motion. The motion carried.

**REPORT OF SPECIAL COMMITTEES: ANDREW DONADIO SPOKE REGARDING
THE RE-DISTRICTING COMMITTEE**

RESOLUTIONS: None

ELECTION OF NOTARIES:

MOTION RE: APPROVE THE ELECTION OF NOTARIES

Commissioner Kim Bradford moved and Commissioner Cathy Reel seconded the motion to approve the Election of Notaries.

(SEE ATTACHED)

PUTNAM COUNTY CLERK
WAYNE NABORS COUNTY CLERK
P.O. BOX 220
COOKEVILLE TN 38503
Telephone 931-526-7106
Fax 931-372-8201

Notaries to be elected September 20,2021

KATHRYN A BAILEY
SHERRI L BEAN
SYDNEY L BLEDSOE
ETHAN BREEDING
GLINDA L BROWN
BEVERLY L CAVENDER
ANDREA N COFFEY
DARIAN R COONS
ROBIN COULTER
HOPE CRAIG
JENNIFER DENBY
DARRELL R DICKERSON

ALEXIA DUKES
DARLENE GOFF
TYLER HUDDLESTON
HAILEY JACKSON
LORRIE LEE
ALEXANDER LITTLE
JANICE LYNN LITTRELL
COLTON NICHOLS
RHONDA DEE SHINN
JEFFREY BUD SIMPSON
KIM VONDRA

The Chairman asked for discussion on the motion. There was none.

The Chairman asked the Commissioners to vote on the motion to approve the Election of Notaries. The Commissioners voted as follows:

FOR:

Jonathan Williams
Kevin Christopher
Sam Sandlin
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

A J Donadio
Grover N Bennett Jr.
Danny Holmes
Ben Rodgers
Jimmy Neal
Dale Moss
Kim Bradford
Joe Iwanyszyn
Darren Wilson
Kathy Dunn
Cathy Reel
Mike Atwood

ABSENT:

Terry Randolph

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

OTHER NEW BUSINESS:

HEAR FROM THE COUNTY MAYOR ON AMERICAN RESCUE PLAN PROJECTS

No action required.

MOTION RE: RATIFICATION OF THE COUNTY MAYOR'S APPOINTMENTS TO SERVE ON THE REGIONAL PLANNING COMMISSION FOR 4 YEAR TERMS TO EXPIRE SEPTEMBER 2025:

**PHIL WILBOURN
DALE MOSS
TED MCWILLIAMS**

Commissioner Jimmy Neal moved and Commissioner Andrew Donadio seconded the motion to approve the Ratification of the County Mayor's appointments to serve on the Regional Planning Commission for 4 year terms to expire September 2025:

Phil Wilbourn
Dale Moss
Ted McWilliams

The Chairman asked for discussion on the motion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

MOTION RE: RATIFICATION OF COUNTY MAYOR'S APPOINTMENTS TO SERVE ON THE ETHICS COMMITTEE FOR A 1 YEAR TERM TO EXPIRE SEPTEMBER 2022:

**NEWLY ELECTED PARLIAMENTERIAN – BEN RODGERS
KEVIN CHRISTOPHER
KIM BRADFORD
HAROLD BURRIS – ELECTED OFFICIAL
JERE MASON – REPRESENTATIVE OF E-911 BOARD**

Commissioner Jim Martin moved and Commissioner Kathy Dunn seconded the motion for the Ratification of the County Mayor's appointments to serve on the Ethics Committee for a 1 year term to expire September 2022:

Parliamentarian - Ben Rodgers
Kevin Christopher
Kim Bradford
Harold Burris – elected official
Jere Mason – Representative of E-911 Board

The Chairman asked for discussion on the motion. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

**MOTION RE: CHAIRMAN OF THE COMMISSION TO APPOINT 5 MEMBERS TO
SERVE ON THE RULES COMMITTEE:**

**CHRIS CASSETTY
KATHY DUNN
ANDREW DONADIO
BEN RODGERS
TERRY RANDOLPH**

No action required

**MOTION RE: ACKNOWLEDGE REPORT ON DEBT OBLIGATION FOR BOND
ISSUANCE FOR JAIL EXPANSION AND SCHOOL BOND**

(SEE ATTACHED)

Attachment to State Form CT-0253 of
Putnam County, Tennessee

\$92,175,000 General Obligation Public Improvement Bonds, Series 2021

Part 10 (continued)

Year	Amount	Interest Rate
2045	\$4,745,000	2.125%
2047*	\$9,805,000	2.250%

*Term Bond

31217558.1

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:	
Name:	Putnam County, Tennessee
Address	300 E. Spring St., Room 8
	Cookeville, Tennessee 38501
Debt Issue Name:	General Obligation Public Improvement Bonds, Series 2021
If disclosing initially for a program, attach the form specified for updates, indicating the frequency required	

2. Face Amount:	\$ 92,175,000.00
Premium/Discount:	\$ 6,380,917.95

3. Interest Cost:	1.9489 %	<input checked="" type="checkbox"/> Tax-exempt	<input type="checkbox"/> Taxable
<input checked="" type="checkbox"/> TIC	<input type="checkbox"/> NIC		
<input type="checkbox"/> Variable:	Index _____ plus _____ basis points; or		
<input type="checkbox"/> Variable: Remarketing Agent	_____		
<input type="checkbox"/> Other:	_____		

4. Debt Obligation:		
<input type="checkbox"/> TRAN	<input type="checkbox"/> RAN	<input type="checkbox"/> CON
<input type="checkbox"/> BAN	<input type="checkbox"/> CRAN	<input type="checkbox"/> GAN
<input checked="" type="checkbox"/> Bond	<input type="checkbox"/> Loan Agreement	<input type="checkbox"/> Capital Lease
If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Office of State and Local Finance ("OSLF").		

5. Ratings:	
<input type="checkbox"/> Unrated	
Moody's <u>Aa2</u>	Standard & Poor's _____ Fitch _____

6. Purpose:				
<input type="checkbox"/> General Government _____ % <input checked="" type="checkbox"/> Education <u>45.92</u> % <input type="checkbox"/> Utilities _____ % <input checked="" type="checkbox"/> Other <u>54.08</u> % <input type="checkbox"/> Refunding/Renewal _____ %	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: black; color: white;">BRIEF DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>School buildings and facilities</td> </tr> <tr> <td>Jail and justice center</td> </tr> </tbody> </table>	BRIEF DESCRIPTION	School buildings and facilities	Jail and justice center
BRIEF DESCRIPTION				
School buildings and facilities				
Jail and justice center				

7. Security:	
<input checked="" type="checkbox"/> General Obligation	<input type="checkbox"/> General Obligation + Revenue/Tax
<input type="checkbox"/> Revenue	<input type="checkbox"/> Tax Increment Financing (TIF)
<input type="checkbox"/> Annual Appropriation (Capital Lease Only)	<input type="checkbox"/> Other (Describe): _____

8. Type of Sale:	
<input checked="" type="checkbox"/> Competitive Public Sale	<input type="checkbox"/> Interfund Loan _____
<input type="checkbox"/> Negotiated Sale	<input type="checkbox"/> Loan Program _____
<input type="checkbox"/> Informal Bid	

9. Date:	
Dated Date: <u>08/20/2021</u>	Issue/Closing Date: <u>08/20/2021</u>

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2023	\$ 2,000,000.00	5.0000 %	2034	\$ 3,805,000.00	1.7500 %
2024	\$ 1,105,000.00	5.0000 %	2035	\$ 3,875,000.00	2.0000 %
2025	\$ 2,575,000.00	5.0000 %	2036	\$ 3,950,000.00	2.0000 %
2026	\$ 2,705,000.00	5.0000 %	2037	\$ 4,030,000.00	2.0000 %
2027	\$ 2,840,000.00	5.0000 %	2038	\$ 4,115,000.00	2.0000 %
2028	\$ 2,985,000.00	5.0000 %	2039	\$ 4,195,000.00	2.0000 %
2029	\$ 3,130,000.00	5.0000 %	2040	\$ 4,280,000.00	2.0000 %
2030	\$ 3,285,000.00	5.0000 %	2041	\$ 4,360,000.00	2.1250 %
2031	\$ 3,450,000.00	4.0000 %	2042	\$ 4,460,000.00	2.1250 %
2032	\$ 3,585,000.00	3.0000 %	2043	\$ 4,550,000.00	2.1250 %
2033	\$ 3,695,000.00	3.0000 %	2044	\$ 4,650,000.00	2.1250 %

If more space is needed, attach an additional sheet.

See attachment for remaining maturities

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:☐ No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$ 85,000	Raymond James & Associates, Inc.
Legal Fees	\$ 0	
Bond Counsel	\$ 82,500	Bass, Berry & Sims PLC
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
Paying Agent Fees	\$ 700	U.S. Bank National Association
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 60,000	Moody's Investors Service Inc.
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount 0.35 %		
Take Down	\$ 323,534	Citigroup Global Markets Inc.
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 1,500	i-Deal
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs	\$ 845	CUSIPs
TOTAL COSTS	\$ 554,079	

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)**12. Recurring Costs:**☐ No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent		
Paying Agent / Registrar	450	
Trustee		
Liquidity / Credit Enhancement		
Escrow Agent		
Sponsorship / Program / Admin		
Other		

13. Disclosure Document / Official Statement:☐ None Prepared☒ EMMA link<https://emma.msrb.org/P21486176-P21151609-P21565535.pdf> or☐ Copy attached**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?

☒ Yes ☐ No

Is there a continuing disclosure obligation agreement related to this debt?

☒ Yes ☐ NoIf yes to either question, date that disclosure is due Annually June 30thName and title of person responsible for compliance Randy Porter, County Mayor**15. Written Debt Management Policy:**Governing Body's approval date of the current version of the written debt management policy 12/19/2016

Is the debt obligation in compliance with and clearly authorized under the policy?

☒ Yes ☐ No**16. Written Derivative Management Policy:**☒ No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy?

☐ Yes ☐ No**17. Submission of Report:**To the Governing Body: on 09/20/2021 and presented at public meeting held on 09/20/2021Copy to Director to OSLF: on 08/20/2021 either by:☐ Mail to:505 Deaderick Street, Suite 1600
James K. Polk State Office Building
Nashville, TN 37243-1402

OR

☒ Email to:StateAndLocalFinance.PublicDebtForm@cot.tn.gov**18. Signatures:**

	AUTHORIZED REPRESENTATIVE	PREPARER
Name	<u>Randy Porter</u>	<u>Lillian M. Blackshear</u>
Title	<u>County Mayor</u>	<u>Bond Counsel</u>
Firm		<u>Bass, Berry & Sims PLC</u>
Email	<u>randy.porter@putnamcountyttn.gov</u>	<u>lblackshear@bassberry.com</u>
Date	<u>08/20/2021</u>	<u>08/20/2021</u>

ANNOUNCEMENTS AND STATEMENTS:

MOTION RE: ADJOURN

Meeting adjourned by Chairman Mike Atwood.

FISCAL REVIEW COMMITTEE

Q 20 21

TO: Putnam County Board of Commissioners

FROM: Randy Porter, County Mayor

DATE: September 13, 2021

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, September 20, 2021, at 5:30 PM MEETING TO BE HELD AT THE COOKEVILLE COMMUNITY CENTER.

1. Elect Officers: Chairman, Vice-Chairman and Secretary.

Elected: *Current: Chair- Cassetty, Vice Chair - Williams, Secretary - Martin*
CHAIRMAN - C. CASSETTY — V. Chair - Williams — SECRETARY - MARTIN

2. Elect 1 member to serve on the Nominating Committee.

Current: Adams ELECTED: DONADIO

3. Consider budget amendments to the County General Fund.

Adams - Wilson

4. Consider budget amendments to the Sheriff's Drug Fund.

Adams - Donaldio

5. Consider budget amendments to the Capital Projects Fund.

Donaldio - Martin

6. Consider approval of budget amendments to the General Purpose School Fund.

Martin Adams

7. Any other business that needs to be reviewed by the Fiscal Review Committee.

Roll Call and Voting Record

PUTNAM COUNTY COMMISSION, PUTNAM COUNTY, TENN.

Wayne Nabors, County Clerk

FISCAL REVIEW

ITEM:		Aye	Nay	Abstain						Absent	Present
	<i>Roll Call</i> <i>9-20-21</i>										
DIST.	COMMISSIONER										
1 ST	JONATHAN A.D. WILLIAMS - 239-2698 561 Rockwell Dr. Cookeville, 38506										✓
2 ND	JIM MARTIN - 319-9376 1430 Jamestown Court, Cookeville, 38501										✓
3 RD	JERRY FORD - 284-8296 2228 Massa Avenue, Cookeville, 38501										✓
4 TH	JERRY ROBERSON - 349-6431 8799 Monterey Hwy, Monterey 38574										✓
5 TH	CINDY ADAMS - 303-8525 909 Riverbend Dr., Cookeville, 38506										✓
6 TH	CHRIS CASSETTY -- 260-6851 317 Ridgedale Dr., Cookeville, TN 38501										✓
7 TH	ANDREW (AJ) DONADIO - 854-6231 910 Franklin Ct., Cookeville, 38506										✓
8 TH	BEN RODGERS - 510-6902 1655 Turkey Hollow Rd, Baxter, 38544										✓
9 TH	JIMMY NEAL - 260-0143 204 W MINSTER DR, Baxter, 38544										✓
10 TH	JOE IWANYSZYN - 260-9671 2061 Foster Circle, Cookeville, 38501										✓
11 TH	DARREN WILSON - 260-5599 820 Cindy Dr., Cookeville, 38506										✓
12 TH	MIKE ATWOOD - 783-0123 1002 Plantation Drive N., Cookeville, 38506										✓
	DO ANY OF YOU WISH TO CHANGE YOUR VOTE?										
	TOTAL										0-12

ALL (12) PRESENT

PLANNING COMMITTEE MEETING

TO: Putnam County Board of Commissioners

FROM: Randy Porter, County Mayor

DATE: September 13, 2021

RE: Planning Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, September 20, 2021, IMMEDIATELY AFTER FISCAL REVIEW COMMITTEE MEETING TO BE HELD AT THE COOKEVILLE COMMUNITY CENTER.

1. Elect Officers: Chairman, Vice-Chairman and Secretary.

Current: Chair- Dunn, Vice Chair - Johnson, Secretary - Tayes

ELECTED: CHAIRMAN - DUNN — V. CHAIR - JOHNSON — SECRETARY - TAYES

2. Elect 1 member to serve on the Nominating Committee.

Current: Dunn ELECTED: MOSS

3. Elect 4 members to serve on the Road Committee for 1 year term.

Current: Johnson, Holmes, Bennett, Moss

ELECTED TO KEEP CURRENT MEMBERS

4. Consider updates to the County Records Policy.

Bennett - Jordan Iverson

5. Consider request from the Sheriff's Department to transfer a 2009 Dodge Caravan to the Upper Cumberland Regional Airport.

Bennett - Jordan Iverson

6. Any other business that needs to be reviewed by the Planning Committee.

Roll Call and Voting Record

PUTNAM COUNTY COMMISSION, PUTNAM COUNTY, TENN.

Wayne Nabors, County Clerk

PLANNING

ITEM:		Aye	Nay	Abstain						Absent	Present
DIST.	COMMISSIONER										
1 ST	KEVIN CHRISTOPHER - 415-418-9605 545 Douglas St. Cookeville, 38501										✓
2 ND	SAM SANDLIN - 267-5838 1080 Interstate Dr. Cookeville, 38501										✓
3 RD	JORDAN IWANYSZYN - 644-2827 436 Wedgewood St., Cookeville, 38501										✓
4 TH	THERESA TAYES - 544-8298 12579 Monterey Hwy, Monterey, 38574										✓
5 TH	TERRY RANDOLPH - 260-9999 3509 Tolbert Dr., Cookeville, 38506									✓	
6 TH	ADAM JOHNSON - 854-6134 440 W. Stevens St., Cookeville, 38501										✓
7 TH	GROVER N. BENNETT JR - 510-8083 1866 S. Allen Rd., Baxter, 38544										✓
8 TH	DANNY HOLMES - 260-3273 217 Highland Ave, Baxter, 38544										✓
9 TH	DALE MOSS - 260-6646 820 Hawkins Crawford Rd, Cookeville, 38501										✓
10 TH	KIM BRADFORD - 252-4679 2184 N. Pine Hill Road, Cookeville, 38501										✓
11 TH	KATHY DUNN - 265-4575 2513 Candyland Cir., Cookeville, 38506										✓
12 TH	CATHY REEL - 261-3175 2418 Pinehill Road, Algood, 38506										✓
	DO ANY OF YOU WISH TO CHANGE YOUR VOTE?										
	TOTAL									1	11

⑪ PRESENT ① ABSENT

NOMINATING COMMITTEE MEETING

TO: Putnam County Board of Commissioners

FROM: Randy Porter, County Mayor

DATE: September 13, 2021

RE: Nominating Committee Agenda

Listed below are items to be considered by the Nominating Committee on Monday September 20, 2021 AFTER THE PLANNING COMMITTEE MEETING AT THE COOKEVILLE COMMUNITY CENTER.

NEW(5) MEMBERS

Donadio
Mum
Cassettey
Moss
Atwood

* FOOTNOTE *
ALL MEMBERS
PRESENT

1. Elect Officers: Chairman, Vice-Chairman and Secretary.

Current: Chair - Randolph. Vice Chair - Adams, Secretary - Dunn

ELECTED: CHAIRMAN - DONADIO - V.Ch. - Moss - SEC. - Cassettey

2. Consider nominations for Commission Chairman, Chairman Protempore and Parliamentarian

1 year terms

Current: Chair - Atwood, Pro Temp - Martin, Parliamentarian - Rodgers

NOMINATED: CHAIR - ATWOOD - PRO TEMP - MARTIN - PARL. - RODGERS

3. Consider an appointment to the Upper Cumberland Regional Airport Board of Adjustments for a 3 year term to expire September 2024.

Current - Bill Scruggs

Atwood - Cassettey - & Case & Elect. aul. g

4. Consider 3 appointments to serve on the Beer Board for 3 year terms to expire September 2023. 2024

Current - Jerry Ford, AJ Donadio, and Jonathan Williams

NOM. CURRENT MEMBERS

5. Consider 3 members to serve on the Joint Economic Development Board for 4 year terms to expire September 2026. 2025

Current - Gary Floeter, Donnita Hill, and Dee Prince

Atwood Cassettey Af

6. Any other business that needs to be reviewed by the Nominating Committee.

Note:

The New Minutes Committee will be the following:

Parliamentarian

Secretaries from each Committee

The New Nominating Committee will be the following:

The members chosen from each Committee

Chairman of Fiscal Review

Chairman of Planning

Chairman of the Commission

The new Rules Committee:

Note: the Commission Chair will choose 5 members to serve on the Rules Committee.

Blayne Johnson
County Clerk
9-20-21